**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Tuesday 6th November 2018 in Burgh by Sands Village Hall at 7.30pm

Present: Chairman J Stonebridge, Vice Chairman A Taylor, Cllrs P Ditch, M Hairsine,

L Kelton, J Norman, V Sealby, Clerk Isobel Elsdon

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| 18328 | Apologies received from Cllrs V Ferriby, D Metcalfe and CCCllrs T Allison and J. Collier.  |
| 18329 | The Minutes of 13.10.18 were authorised as a true record. |
| 18330 | Chairman’s Announcements: * Cllr Stonebridge reported he has accepted with regret Mrs Ferguson’s resignation. He has sent a letter of thanks for her services and to acknowledge how her work has made a difference to the parish. Clerk to post a vacancy on noticeboards and place advert in parish magazine.
* Poppy wreaths have been placed in all villages of the parish to commemorate those who lost their lives in the First and Second World Wars.
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| 18331 | Declarations of interest:- No declarations of interest received. |
| 18332 | Adjournment for Public Participation and reports from CCCllrs TA and JC 7.43pm to 8.10pm* Cllr Norman has fixed and maintained the pond.
* CCCllr Allison sent a report to say he proposes to install speed strips at Thurstonfield following complaints of speeding there and at two other locations, one at Dalston and the other at Kingmoor as it will be helpful in getting some action from the County Council if he can demonstrate the speeding issue. He will fund this and the PC can reclaim the VAT.
* CCCllr Allison has contacted Kevin Crawley again regarding the relocation of the post at Thurstonfield. Kevin is to chase it up.
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| 18333 | Reports from the Parish Clerk* A resident of Burgh has emailed the Clerk regarding tiles being tipped on footpath past the United Utilities Water Treatment plant which leads to the marsh – It was determined the footpath has to be on the Highway for the Council to do something about it. It was suggested Clerk to contact Footpaths at City Council to see if they can investigate.
* A ½ allotment plot has become available, Clerk to place advert in parish magazine.
* Received information regarding Making Tax Digital – Councils who are not VAT registered and reclaim VAT using VAT126 Form will not be affected during 2019/20.
* Letter of thanks has been received from Carolyne Baines for the grant cheques.
* North West Coastal Access update, Gretna to Allonby – unlikely to be completed before late 2020.
* Received a Certificate of Commemoration from Seafarers UK for Flying the Red Ensign. Cllr Hairsine to purchase a frame to display in Village Hall.
* Cllr Hairsine is to look at making a more professional questionnaire for the Community Consultation.

RFO Financial Report and Risk Assessment - Cheques to be signed, see page 3  |
| 18334 | Planning Applications, Decisions, Enforcement & Correspondence up to 06.11.18**Local Govt Act 1985 – Street Naming and Numbering – Appn Ref 18/0096/SNBN** Kings View is Parish Council preferred name for development. **Decisions****Proposal**: Replace Existing Garage With New Garage/Workshop **Location**: Milston House, Thurstonfield **Appn Ref: 18/0826** Permission Granted**Proposal**: Removal of 1no Scots Pine, Replace with Rowan **Location**: Orchard Cottage **Appn Ref: 18/0059/S211** Permission Granted**Applications****Proposal:** Erection Of Garage And Garden Store **Location:** Moorhouse Hall, Moorhouse, Carlisle, CA5 6HA **Appn Ref: 18/0965 – No objections raised.****Proposal:** Erection Of Garage And Garden Store (LBC) **Location:** Moorhouse Hall, Moorhouse, Carlisle, CA5 6HA **Appn Ref: 18/0966 – No objections raised.****Proposal**: Erection Of Single Storey Rear Extension To Provide Extended Living/Dining Room **Location**: West View, Thurstonfield, Carlisle, CA5 6HG **Appn Ref: 18/0981 No objections raised.****Proposal**: 1no. Beech Tree To Be Felled And Replanted Further Away From Line Of Drain; Replant New Copper Beech Tree On Site Within Burgh By Sands Conservation Area **Location**: 10 Beech Croft, Burgh by Sands, Carlisle, CA5 6AU **Appn Ref: 18/0062/S211 - No objections raised.** |
| 18335 | Councillors’ Reports – Nothing to report. |
| 18336 | Organisation and Hire of Hall for Defibrillator Training sessions - Cllr Sealby has liaised with Sonia Burgh School Headteacher and written to the member of public who donated the defibrillator and who is to carry out the training sessions asking for him to get in touch with Sonia to arrange dates. |
| 18337 | Budget and Precept - It was agreed to put the Budget on agenda for December meeting and to agree the precept in the January meeting.  |
| 18338 | Councillors’ responsibilities - Cllrs Sealby and Ditch to look after Burgh Play Area and Cllr Kelton to look after Moorhouse Play area.  |
| 18339 | Planning Committee - It was agreed Cllrs Sealby and Hairsine to put together the terms of reference for the Committee.  |
| 18340 | Finance Committee - An ad hoc committee to be formed which will meet when action needs to be taken regarding the Parish Council finances.  |
| 18341 | Councillors’ monthly surgeries at Burgh Village Hall – Cllrs agreed to hold a surgery in the village hall every 3rd Saturday so residents can voice any concerns. Clerk to produce a rota.  |
| 18342 | Proposed amalgamation of administration between Burgh and Beaumont parish councils - It was agreed it is best practice not to merge the administration of the two parishes councils. |
| 18343 | Village Planters - will be sourced locally by Parish Councillors. |
| 18344 | Digital History of Burgh Parish - It was agreed that the Parish Council will support Cllr Seaby up to cost of £100 to purchase USB sticks to put photos on of Burgh history for the parishioners to access.  |
| 18345 | Village maps - A resident of Thurstonfield has asked for permission to display maps of the area in the village noticeboard. It was resolved the Parish Council could not endorse the maps however the resident could display the map without the Parish Council approval.  |
| 18346 | New Sign at Moorhouse – Clerk to contact Highways to report damaged sign. |
| 18347 | Parish Council Meeting Dates for 2019 - Dates were agreed up until May 2019: Saturday 5th January 9.30am in Burgh by Sands Village HallTuesday 5th February 7.30pm in Burgh by Sands Village HallTuesday 5th March 7.30pm in Thurstonfield ChapelSaturday 6th April 9.30am in Burgh by Sands Village HallTuesday 7th May 6.30pm in Burgh by Sands Village Hall (Annual Meeting) |
| 18348 | Items for the next Agenda - Infrastructure in Longburgh, Moorhouse to Burgh Hedge cutting, Budget |
| 18349 | Date and Venue for the next meeting – Tuesday 4th December 2018 in Thurstonfield Chapel at 7.30 pm.  |

**Parish Council Financial Report**

**Meeting date 06th November 2018**

**The following payments have been made after they were approved at the Parish Council meeting held on 13.10. 2018.**

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| **Borderloos** | **Portable Toilet** | **£136.28** |  |  |  |  |
| **CGM Colvilles** | **Grass Cutting** | **£720.00** |  |  |  |  |
| **Playforce** | **Replacement Roller Ball** | **£232.98** |  |  |  |  |
| **J Sealby** | **Maintenance** | **£250.00** |  |  |  |  |
| **CALC** | **Planning Course** | **£ 76.00** |  |  |  |  |
| **I Elsdon** | **Salary** | **£324.00** |  |  |  |  |
| **I Elsdon** | **Expenses** | **£105.81** |  |  |  |  |

**Payments made since last meeting.**

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| **None** |  |  |

**The following requests for payment have been received or are pending.**

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| **Tamstar Ltd** | **Seat** |  **£ 238.80**  |
| **CGM Colvilles** | **Grass Cutting** |  **£ 240.00** |
| **Wicksteed Ltd** | **Burgh Play Area Maintenance** |  **£1422.22** |
| **Borderloos** | **Portable Toilet** |  **£ 104.15** |
| **RBL Poppy Appeal** | **6 Wreaths**  |  **£ 120.00** |
| **M Hairsine**  | **Travel Expenses** |  **£ 70.00** |
| **I Elsdon** | **Expenses** |  **£ 62.07** |
| **Graeme Dixon Joinery** | **Notice Board Repairs** |  **£ 120.00** |